CENLA AREA AGENCY ON AGING FINANCIAL REPORT FOR THE YEAR ENDED JUNE 30, 2003

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ROZIER, HARRINGTON & MCKAY CERTIFIED PUBLIC ACCOUNTANTS

1407 PETERMAN DRIVE • ALEXANDRIA, LOUISIANA 71301

JOHN S. ROZIER, IV, CPA
M. DALE HARRINGTON, CPA
MARK S. MCKAY, CPA
LEE W. WILLIS, CPA
STEVEN E. KIMBALL, CPA

MAILING ADDRESS

POST OFFICE BOX 12178

ALEXANDRIA, LOUISIANA 71315-2178

TELEPHONE (318) 442-1608

TELECOPIER (318) 487-2027

September 26, 2003

Independent Auditors' Report

To the Board of Directors Cenla Area Agency on Aging Alexandria, Louisiana

We have audited the accompanying general purpose financial statements of the Cenla Area Agency on Aging as of and for the year ended June 30, 2003, as listed in the Table of Contents. These general purpose financial statements are the responsibility of the Agency's management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States and the standards applicable to financial audits contained in the Government Auditing Standards issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general purpose financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Cenla Area Agency on Aging, as of June 30, 2003, and the results of its operations for the year then ended in conformity with generally accepted accounting principles.

In accordance with Government Auditing Standards, we have also issued a report dated September 26, 2003, on our consideration of Cenla Area Agency on Aging's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, and grants. That report is an integral part of an audit performed in accordance with Government Auditing Standards and should be read in conjunction with this report in considering the results of our audit.

Our audit was performed for the purpose of forming an opinion on the general purpose financial statements taken as a whole. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by U.S. Office of Management and Budget

Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations, and is not a required part of the financial statements. Such information has been subjected to the auditing procedures applied in the audit of the financial statements and, in our opinion, is fairly stated, in all material respects, in relation to the financial statements taken as a whole.

Our audit was conducted for the purpose of forming an opinion on the financial statements taken as a whole. The combining and individual fund financial statements and schedules listed as supplemental information in the table of contents are presented for purposes of additional analysis and are not a required part of the general purpose financial statements of Cenla Area Agency on Aging Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly presented in all material respects in relation to the general purpose financial statements taken as a whole.

ROZIER, HARRINGTON & McKAY

Tagen Haristan + Malky

Certified Public Accountants

AREA AGENCY ON AGING

Combined Balance _____All fund types and account groups
June 30, 2003

Total	(Memorandum Only)		\$ 462,127 21,739 343,422 186,753	125,998	\$ 1,140,039		\$ 251,854 343,422 111,355 14,643	721,274	186,753 232,012	418,765	\$ 1,140,039
Groups	Long-term Debt		1 1 1 1 1 € 	125,998	\$ 125,998		\$ - 111,355 14,643	125,998			\$ 125,998
Account	General Fixed Assets		\$ 186,753		\$ 186,753		; ; · · · · · · · · · · · · · · · · · ·		186,753	186,753	\$ 186,753
al Funds	Special Revenue		\$ 17,204 343,422		\$ 360,626		\$ 246,905	246,905	113,721	113,721	\$ 360,626
Governmental	General		\$ 462,127 4,535		\$ 466,662		\$ 4,949	348,371	118,291	118,291	\$ 466,662
		Assets	Assets: Cash and cash equivalents Accounts receivable Interfund receivable General fixed assets	Other Debits: Amount to be provided for retirement of general long-term debt	Total assets	Liabilities and fund equity	Liabilities: Accounts and other payables Interfund payables Notes Payable Compensated absences payable	Total liabilities	Fund balance (deficit)	Total fund equity	Total liabilities and fund equity

re an integral part of the financial statements.

Combined Statement of Revenues, Expenditures and Changes in Fund Balance

All Governmental Fund Types For the year ended June 30, 2003

	General	Special Revenue	Total (Memorandum Only)
Revenues:			
Intergovernmental - Governor's Office of			
Elderly Affairs	\$ -	\$ 2,738,443	\$ 2,738,443
Interest income	4,818	-	4,818
Miscellaneous	15,818	23,310	39,128
Total revenues	20,636	2,761,753	2,782,389
Expenditures:			
Current:			
Salaries	4,753	167,269	172,022
Fringe benefits	819	35,025	35,844
Travel	104	23,526	23,630
Operating services	4,802	83,753	88,555
Operating supplies	910	4,812	5,722
Miscellaneous	-	10,242	10,242
Grants to sub-recipients		2,437,245	2,437,245
Total expenditures	11,388	2,761,872	2,773,260
Excess (deficiency) of revenues over			
expenditures	9,248	(119)	9,129
Other financing sources (uses):			
Operating transfers in	33,608	304,824	338,432
Operating transfers out	(3,570)	(334,862)	(338,432)
Total other financing sources (uses)	30,038	(30,038)	<u> </u>
Excess (deficiency) of revenues and			
and other financing sources over	**	/A.A	
expenditures and other uses	39,286	(30,157)	9,129
Beginning fund balance (deficit)	79,005	143,878	222,883
Ending fund balance (deficit)	\$ 118,291	\$ 113,721	\$ 232,012

The accompanying notes are an integral part of the financial statements

Combined Statement of Revenues, Expenditures and Changes in Fund Balance
Budget (GAAP Basis) and Actual
All Governmental Fund Types
For the year ended June 30, 2003

		General Fund		Spe	Special Revenue Funds	S	Total	(Memorandum Only)	
	Budget	Actual	Variance Favorable (Unfavorable)	Budget	Actual	Variance Favorable (Unfavorable)	Budget	Actual	Variance Favorable (Unfavorable)
Revenues: Intergovernmental - Governor's Office of Elderly Affairs Interest income Miscellaneous	8,700	\$ 4,818 15,818	\$ (3,182) 7,118	\$ 2,759,216	\$ 2,738,443	\$ (20,773)	\$ 2,759,216 8,000 22,757	\$ 2,738,443 4,818 39,128	\$ (20,773) (3,182) 16,371
Total revenues	16,700	20,636	3,936	2,773,273	2,761,733	(11,520)	2,107,71	20,107	
Expenditures: Current Grants to subrecipients	8,220	11,388	(3,168)	322,664 2,451,762	324,627 2,437,245	(1,963)	330,884 2,451,762	336,015 2,437,245	(5,131)
Total expenditures	8,220	11,388	(3,168)	2,774,426	2,761,872	12,554	2,782,646	2,773,260	9,386
Excess (deficiency) of revenues over expenditures	8,480	9,248	268	(1,153)	(119)	1,034	7,327	9,129	1,802
Other financing sources (uses): Operating transfers in Operating transfers out	(1,153)	33,608 (3,570)	33,608 (2,417)	1,153	304,824 (334,862)	303,671 (334,862)	1,153	338,432	337,279
Total other financing sources (uses)	(1,153)	30,038	31,191	1,153	(30,038)	(31,191)			
Excess (deficiency) of revenues and and other financing sources over expenditures and other uses	7,327	39,286	31,959		(30,157)	(30,157)	7,327	9,129	1,802
Beginning fund balance (deficit)	79,005	79,005		143,878	143,878				
Ending fund balance (deficit)	\$ 86,332	\$ 118,291	\$ 31,959	\$ 143,878	\$ 113,721	\$ (30,157)	\$ 230,210	\$ 252,012	1,002

Notes to Financial Statements June 30, 2003

NOTE 1 - ORGANIZATION AND BASIS OF PRESENTATION

Cenla Area Agency on Aging (the Agency) is a non-profit quasi-public organization incorporated under the laws of the State of Louisiana on May 15, 1992. The Agency began operating as an Area Agency on Aging on July 1, 1993.

Cenla Area Agency on Aging qualifies as a tax-exempt organization under Section 501(c)(3) of the U.S. Internal Revenue Code and comparable Louisiana law and, accordingly, is not subject to federal or state income tax.

As required by the Governor's Office on Elderly Affairs, the financial statements of the Agency have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. These financial statements have also incorporated any applicable requirements set forth by Audits of State and Local Governmental Units, the industry audit guide issued by the American Institute of Certified Public Accountants; Subsection VI - Annual Financial Reporting, accounting manual for Governor's Office of Elderly Affairs contractors; and the Louisiana Governmental Audit Guide.

The primary function of the Cenla Area Agency on Aging is to improve the quality of life for the elderly and to provide services to the elderly as well as coordinate and monitor the services of other local agencies serving aging people. Services provided include providing meals, nutritional education, information and referral services, legal assistance, homemaker services, operating senior centers, and transportation. A Board of Directors, consisting of 14 voluntary members who serve three-year terms, governs the Agency.

The more significant of the Agency's accounting policies are described below.

FINANCIAL REPORTING ENTITY

Based on criteria established by generally accepted accounting principles, the Agency is a special purpose unit of local government that is treated as a separate entity for financial reporting purposes. The financial reporting entity consists of (a) the primary government (the Agency), (b) organizations for which the primary government is financially accountable, and (c) other organizations for which nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

Governmental Accounting Standards Board (GASB) Statement No. 14 established criteria for determining which component units should be considered part of the Agency for financial reporting purposes. The basic criterion for including a potential component unit within the reporting entity is financial accountability. The GASB has set forth criteria to be considered in determining financial accountability. This criteria includes:

1. Appointing a voting majority of an organization's governing body, and

Notes to Financial Statements June 30, 2003

- a. The ability of the Agency to impose its will on that organization and/or
- b. The potential for the organization to provide specific financial benefits to or impose specific financial burdens on the Agency.
- 2. Organizations for which the Agency does not appoint a voting majority but are fiscally dependent on the Agency.
- 3. Organizations for which the reporting entity financial statements would be misleading if data of the organization is not included because of the nature or significance of the relationship.

Based upon application of the these criteria, there were no potential component units and all of the Agency's activities were included in the primary government reporting entity.

FUND ACCOUNTING

The Agency uses funds and account groups to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities

A fund is a separate accounting entity with a self-balancing set of accounts. An account group, on the other hand, is a financial reporting device designed to provide accountability for certain assets and liabilities that are not recorded in the funds because they do not directly affect net expendable available financial resources.

Governmental funds are used to account for all or most of the Agency's general activities, including the collection and disbursement of restricted moneys (special revenue funds). The Cenla Area Agency on Aging has two types of funds included in this category.

GOVERNMENTAL FUNDS

General Fund - The General Fund is the operating fund of the Agency and includes all financial resources except those required to be accounted for in another fund.

<u>Special Revenue Funds</u> - The Special Revenue Funds are used to account for the proceeds of specific revenue sources restricted to expenditures for specified purposes

The following are the funds which comprise the Agency's Special Revenue Funds: Title III-B Ombudsman Fund, Title III-C Area Agency Administration Fund, Title III-B Supportive Services Fund, Title III C-1 Congregate Meals Fund, Title III C-2 Home Delivered Meals Fund, Senior Center Fund, U.S.D.A. Fund, Title III-F Frail and Elderly Assistance Fund, Audits Fund, Supplemental Senior Center Fund, and Senior Wellness.

Notes to Financial Statements June 30, 2003

An account group is a financial reporting device designed to provide accountability for certain assets and liabilities that are not recorded in the funds because they do not directly affect net expendable available financial resources.

ACCOUNT GROUPS

General Fixed Assets - Fixed assets used in the governmental fund type operations are accounted for in the General Fixed Assets Account Group, and are recorded as expenditures in the Governmental Funds when purchased. No depreciation has been provided on general fixed assets. All fixed assets are stated at historical cost including interest. Any donated fixed assets are stated at their estimated fair value at the time donated.

General Long-Term Debt - Long-term liabilities expected to be financed from governmental funds are accounted for in the General Long-Term Debt Account Group. The General Long-Term Debt Account Group shows only the measurement of financial position and is not involved with measurement of results of operations.

BASIS OF ACCOUNTING

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. Operating statements of these funds present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in net current assets.

The modified accrual basis of accounting is used by all governmental fund types and agency funds. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become measurable and available). "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Intergovernmental grant revenues are recorded in governmental funds as revenues in the accounting period when they become susceptible to accrual, that is, measurable and available (modified accrual basis). Senior Center, Title III, C-1, C-2, D and E funds are received as a monthly allocation of the total grant in advance of the actual expenditures, but are not susceptible to accrual as revenue until the actual expenditures are made. U.S.D.A. program funds are earned and become susceptible to accrual based upon the number of units of service provided to program participants and are recorded as revenues at that time. Substantially all other revenues are recorded when received. Expenditures are recorded when the related fund liability is incurred. Transfers between funds which are not expected to be repaid, if any, are accounted for as other financing sources (uses).

BUDGETS AND BUDGETARY ACCOUNTING

The operating budgets of proposed expenditures and the means of financing them were adopted and approved, along with subsequent amendments, by the Board of Directors for the General and Special Revenue Funds. All annual appropriations lapse at fiscal year end. Budgets are adopted on a basis

Notes to Financial Statements June 30, 2003

consistent with GAAP. Expenditures cannot legally exceed appropriations on an individual fund level.

COMPENSATED ABSENCES

The Agency's employees earn from 0.923 to 1.846 hours of vacation pay for every twenty hours worked depending upon the number of years worked. Unused vacation time that an employee may carry forward to the next year is limited to the amount that the employee is eligible to earn in a single year.

ENCUMBRANCE ACCOUNTING

Purchase orders, contracts, and other commitments to engage in future expenditures are referred to as encumbrances. Since encumbrances do not represent liabilities or current expenditures, encumbrances are not reported in the accompanying financial statements.

MANAGEMENT'S USE OF ESTIMATES:

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results may differ from those estimates.

INTERFUND TRANSACTIONS

Amounts of cash held by the General Fund on behalf of other funds and advances to other funds by the general fund are recorded as Interfund Payables and Receivables. These Interfund Payables and Receivables are not eliminated when combined financial statements are prepared. All other transactions are reported as operating transfers.

MEMORANDUM ONLY - TOTAL COLUMNS

Total columns on the general purpose financial statements are captioned "memorandum only" to indicate that they are presented only to help facilitate financial analysis. Data in these columns do not present financial position, results of operations, or changes in financial position in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation.

NOTE 2 - CASH

Amounts reported as cash at June 30, 2003 are summarized as follows:

	Carrying Amount	Bank Balance
Petty Cash Interest bearing demand deposits	\$ 300 461,827	\$ 470,992
Total Cash	\$ 462,127	\$ 470,992

Notes to Financial Statements June 30, 2003

A summary of collateralization under GASB 3 is presented below:

	Bank Balance
Federally insured through FDIC	\$ 100,000
Uncollateralized – GASB Category 3	470,992
Total	\$ 470,992

The uncollateralized amount shown above is secured by pledged securities with a market value of \$552,037 at June 30, 2003. Even though the pledged securities are considered uncollateralized under the provisions of GASB Statement 3, Louisiana Revised Statute 39:1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within 10 days of being notified by the Agency that the fiscal agent has failed to pay deposited funds upon demand.

NOTE 3 - ACCOUNTS RECEIVABLE

Accounts receivable at June 30, 2003 are summarized as follows:

	Ger	neral Fund	Special enue Funds
Due from other governmental units: Sub-Recipients	\$	4,535	\$ 16,499
Other Receivables			705
Total Receivables	\$	4,535	\$ 17,204

NOTE 4 - FIXED ASSETS

The following is a summary of changes in fixed assets during the fiscal year:

	Previous <u>Balance</u>	Additions	Disposals	Current Balance
Office furniture and equipment Office building	\$ 16,768 169,985	\$	\$	\$ 16,768 169,985
Total General Fixed Assets	\$ 186,753	\$	\$	\$ 186,753

Notes to Financial Statements
June 30, 2003

NOTE 5 - COMPENSATION OF BOARD MEMBERS

There was no compensation paid to any member of the Board of Directors during the current year.

NOTE 6 - INTERFUND RECEIVABLES AND PAYABLES

Interfund receivables and payables at June 30, 2003 are summarized as follows:

	Interfund Receivables	Interfund Payables
General Fund	\$	\$ 343,422
Special Revenue Funds:		
Title IIIB Ombudsman	1,704	
Title IIIC Area Agency Administration	11,379	
Title IIIB Services	45,787	
Title IIIC-1	33,989	
Title IIIC-2	71,101	
Senior Center	12,332	
USDA	142,530	
Title IIID	2,665	
Title IIIE	12,524	
Audits	7,193	
Supplemental Senior Center	2,218	
Totals	\$ 343,422	\$ 343,422

NOTE 7 - RISK MANAGEMENT

The Agency is exposed to various risk of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. Protection from these risk of loss is provided by carrying commercial insurance. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

NOTE 8 - GENERAL LONG-TERM DEBT

General long-term debt consist entirely of the Agency's obligation to provide compensated absences for its employees. A summary of changes in general long-term debt is presented as follows:

Notes to Financial Statements June 30, 2003

	Previous <u>Balance</u>	Additions	Retirements	Current Balance
Compensated Absences Notes Payable	\$ 14,019 117,657	\$ 625	\$ 6,303	\$ 14,644 111,354
Total Long-term Debt	\$ 131,676	\$ 625	\$ 6,303	\$ 125,998

Notes payable consist of a bank loan dated October 5, 1999 in the original amount of \$130,000. The balance of the note and accrued interest are payable on demand; however, in the absence of a demand, principal and interest are payable in 180 monthly installments with the final installment due October 5, 2014. Interest accrues at an annual rate of 8.9%. The loan is secured by a continuing security interest in the Agency's bank deposits. Scheduled maturities are summarized as follows:

	Principal	Interest
Fiscal Year Ending June 30 th :		
2004	\$ 5,106	\$ 9,891
2005	6,521	9,330
2006	7,135	8,716
2007	7,807	8,045
2008	8,542	7,309
2009 - 2013	56,400	22,858
2014 – 2018	19,843	1,295
Total	\$ 111,354	\$ 67,444

NOTE 9 – INTERFUND TRANSFERS

Operating transfers for the year ended June 30, 2003 are presented as follows:

			•	Operating T	ransfe	rs Out	 					
	Gene	ral Fund		USDA		N4A	Total					
Operating Transfers In:			*			· · · · · · · · · · · · · · · · · · ·						
Title III Ombudsman	\$	3,570	\$		\$		\$ 3,570					
Title IIIC1				116,013			116,013					
Title IIIC2				185,241			185,241					
General Fund						33,608	33,608					
Total Transfers Out	\$	3,570	\$	301,254	\$	33,608	\$ 338,432					

ROZIER, HARRINGTON & MCKAY CERTIFIED PUBLIC ACCOUNTANTS

1407 PETERMAN DRIVE • ALEXANDRIA, LOUISIANA 71301

JOHN S. ROZIER, IV, CPA
M. DALE HARRINGTON, CPA
MARK S. MCKAY, CPA
LEE W. WILLIS, CPA
STEVEN E. KIMBALL, CPA

MAILING ADDRESS

POST OFFICE BOX 12178

ALEXANDRIA, LOUISIANA 71315-2178

TELEPHONE (318) 442-1608

TELECOPIER (318) 487-2027

September 26, 2003

INDEPENDENT AUDITORS' REPORT ON COMPLIANCE AND ON INTERNAL CONTROL OVER FINANCIAL REPORTING BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the Board of Directors Cenla Area Agency on Aging Alexandria, Louisiana

We have audited the financial statements of the Cenla Area Agency on Aging, as of and for the year ended June 30, 2003, and have issued our report thereon dated September 26, 2003. We conducted our audit in accordance with auditing standards generally accepted in the United States and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Compliance

As part of obtaining reasonable assurance about whether the Cenla Area Agency on Aging's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards*.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Cenla Area Agency on Aging's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of

Cenla Area Agency on Aging September 26, 2003 Page 2

performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses.

This report is intended for the information of management. However, this report is a matter of public record and its distribution is not limited.

ROZIER, HARRINGTON & McKAY

Certified Public Accountants

ROZIER, HARRINGTON & MCKAY CERTIFIED PUBLIC ACCOUNTANTS

1407 PETERMAN DRIVE • ALEXANDRIA, LOUISIANA 71301

JOHN S. ROZIER, IV, CPA
M. DALE HARRINGTON, CPA
MARK S. MCKAY, CPA
LEE W. WILLIS, CPA
STEVEN E. KIMBALL, CPA

MAILING ADDRESS

POST OFFICE BOX 12178

ALEXANDRIA, LOUISIANA 71315-2:178

TELEPHONE (318) 442-1608

TELECOPIER (318) 487-2027

September 26, 2003

INDEPENDENT AUDITORS' REPORT ON COMPLIANCE WITH
REQUIREMENTS APPLICABLE TO EACH MAJOR PROGRAM
AND INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE
WITH OMB CIRCULAR A-133

To the Board of Directors Cenla Area Agency on Aging Alexandria, Louisiana

Compliance

We have audited the compliance of the Cenla Area Agency on Aging with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement that are applicable to each of its major federal programs for the year ended June 30, 2003. Cenla Area Agency on Aging's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts and grants applicable to each of its major federal programs is the responsibility of Cenla Area Agency on Aging's management. Our responsibility is to express an opinion on Cenla Area Agency on Aging's compliance based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States; the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; and OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Cenla Area Agency on Aging's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on Cenla Area Agency on Aging's compliance with those requirements.

In our opinion Cenla Area Agency on Aging complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended June 30, 2003.

-Members-

American Institute of Certified Public Accountants • Society of Louisiana, CPAs

Internal Control Over Compliance

The management of Cenla Area Agency on Aging is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts and grants applicable to federal programs. In planning and performing our audit, we considered Cenla Area Agency on Aging's internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133.

Our consideration of the internal control over compliance would not necessarily disclose all matters in the internal control that might be material weaknesses. A material weakness is a condition in which the design or operating of one or more of the internal control components does not reduce to a relatively low level the risk that noncompliance with applicable requirement of laws, regulations, contracts and grants that would be material in relation to a major federal program being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over compliance and its operation that we consider to be material weaknesses.

This report is intended for the information of Cenla Area Agency on Aging's management. However, this report is a matter of public record and its distribution is not limited.

ROZIER, HARRINGTON & McKAY

Certified Public Accountants

Schedule of Findings and Questioned Cost

For the year ended June 30, 2003

Part I - Summary of Auditor's Results:

- The Independent Auditor's Report on the general purpose financial statements for the Cenla Area Agency on Aging as of June 30, 2003 and for the year then ended expressed an unqualified opinion.
- The results of the audit disclosed no instances of noncompliance that are considered to be material to the general purpose financial statements of the Cenla Area Agency on Aging.
- The Independent Auditor's Report on Compliance with Requirements Applicable to Each Major Program and Internal Control Over Compliance in Accordance with OMB Circular A-133, expressed an unqualified opinion on compliance for major programs.
- The audit did not disclose any audit findings which are required to be reported as findings and questioned cost.
- Major programs for the year ended June 30, 2003 are presented as follows:

DEPARTMENT OF HEALTH AND HUMAN SERVICES (Special Programs for the Aging): CFDA No. 10.550, Nutrition Services Incentive CFDA No. 93.044, Title III, Part B - Grants for Supportive Services and Senior Centers CFDA No. 93.045, Title III, Part C - Nutrition Services

- A threshold of \$300,000 was used for distinguishing between Type A and Type B programs for purposes of identifying major programs.
- The Cenla Area Agency on Aging was considered to be a low risk auditee as defined by the OMB Circular A-133

<u>Part II - Findings Relating to the Financial Statements Which are Required to be Reported in Accordance with Generally Accepted Governmental Auditing Standards:</u>

None

<u>Part III - Findings and Questioned Costs for Federal Awards Which Shall Include Audit Findings as Defined by OMB Circular A-133:</u>

None

Management's Corrective Action Plan For the year ended June 30, 2003

SECTION I INTERNAL CONTROL AND COMPLIANCE MATERIAL TO THE FINANCIAL STATEMEN							
No findings were reported in the schedule of findings and questions cost.	Response - N/A						
SECTION II INTERNAL CONTROL AND COMPLIANCE MATERIAL TO FEDERAL AWARDS							
No findings were reported in the schedule of findings and questions cost.	Response – N/A						
SECTION III MANAGEMENT LETTER							
No findings were reported in the schedule of findings and questions cost.	Response – N/A						

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Schedule of Prior Year Findings and Questioned Cost

For the year ended June 30, 2003

SECTION I INTERNAL CONTROL AND COMPLIANCE MATERIAL TO THE FINANCIAL STATEMENTS.								
No findings of this nature were reported as a result of the previous audit.	e Response – N/A							
SECTION II INTERNAL CONTROL AND COMPLIANCE MATERIAL TO FEDERAL AWARDS								
No findings of this nature were reported as a result of the previous audit. Response – N/A								
SECTION III MANAGEMENT LETTER								
No findings of this nature were reported as a result of the previous audit.	Response – N/A							

Combining Statement of Revenues, Expenditures, and Special Revenue Funds June 30, 2003 Changes in Fund Balance

Title III C

Ending fund balance (deficit)	Beginning fund balance (deficit)	Excess (deficiency) of revenues and and other financing sources over expenditures and other uses	Total other financing sources (uses)	Other financing sources (uses): Operating transfers in Operating transfers out	Excess (deficiency) of revenues over expenditures	Total expenditures		Winn Council on Aging Bataman Catanar	Rapides Senior Center	Rapides Council on Aging	Lasalle Council on Aging	Legal Services on Central Louisiana	Grant Council on Aging	Family Counseling Agency	Concordia Council on Aging	Avoyenes Council on Aging Catahoula Council on Aging	Grants to sub-recipients:	Miscellaneous	Operating supplies	Operating services	Travel	Fringe benefits	Salaries	Expenditures: Current:	Total revenues	Iviiscellaneous	Elderly Affairs	Revenues: Intergovernmental - Governor's Office of			
₩			3,570	3,570	(3,570)	92,207		1	•				1	•		· •		•	1,879	12,400	8,459	11,258	58,211		88,637		\$ 88,637		Ombudsman	Title III B	
\$		J		P E		182,011		•	•	1	•	,	•		•	•		10,242	2,362	43,445	14,617	19,878	91,467		182,011		\$ 182,011		Admin.	Agency	Area
₩			*		ı	498,667		58,601	•	<u>\$</u>	9	24.208	40 748	45,775	35,302	87,478		•	191	2,209	•	2,610	11,924		498,667		\$ 498,667		Services	Title III B	
₩		1	116,013	116,013	(116,013)	492,088	389,305	25,350	1		12.389	- 170,071	33 33 T	12,442	18,285	11,996		•	ł	t	ı	•	•		376,075	9,449	\$ 366,626		C-1	Title	
-			185,241	185,241	(185,241)	1,038,513	659,869	45,715	•	83,719	16.772	·	7	26,921	39,801	121,459			1	•	•	•	•		853,272	- 1	\$ 853,272		C-2	Title III C	
•	•		1			179,438		15,145	73,025		14 855	13,320	4 h	17,586	14,855	28,452		•	•	•	•	•	•		179,438	1	\$ 179,438		Center	Senior	
\$ 113,721	110,270	3,451	(301,254)	(301,254)	304,705			•	1	•			ı	ı	ı	1		3	1	•	ſ	r	•		304,705		\$ 304,705		USDA		
		1				28,630		3,376		4,700 9,728	3 400	2,625		2,957	2,428	•		•	•	•	•	•	•		28,630		\$ 28,630		ШD	Title	
•		•				189,400		17,465	, ,	31,440	15 373		9,473	16,439	14,673	21,180		101	104	1 182	450	1.279	5 667		189,400		\$ 189,400		ШE	Title	
69		•	*			24,793		•	•		•	,	,	ı	ı	f	•	0/4	776	24 517	•	•	•		24,793	13,861	\$ 10.932		Audits		
		•				36,125		8,500	3 % 2'	3,823		8,500	•	3,825	3,825	3,825	•	•			•	1 1	•		36,125	} 	\$ 36.12 5		Center	Supplemental Senior	!
- C	33,608	(33,608)	(33,608)	(33,608)	*				• 			-	•	ı	ı	ı	1	3	•	: 1	· •	· •			5		Э		Choice	il N4A Medicare	
\$ 113,721	143,878	(30,157)	(30,038)	304,824 (334,862)	(119)	2,761,872	1,049,174	174,152	76 950	106,246	63,338	149,666	9,473	125,943	127,429	279,498	10,242	4,812	03,/33	02,520	33,620	25,702	167760		2,761,753	Ţ	S 7738 443		Total		

Statement of Revenues and Expenditures

Budget (GAAP Basis) and Actual

Title IIIB Ombudsman Fund For the year ended June 30, 2003

	Budget	Actual	Fav	riance orable vorable)
Intergovernmental Revenues: Governor's Office of Elderly Affairs	\$ 88,874	\$ 88,637	\$	(237)
Expenditures: Current:				
Salaries	55,853	58,211		(2,358)
Fringe benefits	11,109	11,258		(149)
Travel	8,300	8,459		(159)
Operating services	12,201	12,400		(199)
Operating supplies	1,444	1,879		(435)
Total expenditures	88,907	92,207		(3,300)
Excess (deficiency) of revenues over expenditures	(33)	(3,570)		(3,537)
Other financing sources (uses): Operating transfers in (out)	33	3,570	. <u> </u>	3,537
Total other financing sources (uses)	33	3,570		3,537
Excess (deficiency) of revenues and and other financing sources over expenditures and other uses	\$ -	\$ -	\$	-

Statement of Revenues and Expenditures Budget (GAAP Basis) and Actual

Title IIIC - Area Agency Administration For the year ended June 30, 2003

	Budget	Actual	Variance Favorable (Unfavorable)		
Intergovernmental Revenues: Governor's Office of Elderly Affairs	\$ 182,011	\$ 182,011	\$	_	
Expenditures:					
Current:	_				
Salaries Enimana la sua Cita	93,811	91,467		2,344	
Fringe benefits	18,659	19,878		(1,219)	
Travel Operations associates	12,606	14,617		(2,011)	
Operating services	42,322	43,445		(1,123)	
Operating supplies	2,837	2,362		475	
Other	12,105	10,242		1,863	
Total expenditures	182,340	182,011	<u></u>	329	
Excess (deficiency) of revenues over expenditures	(329)			329	
Other financing sources (uses):					
Operating transfers in (out)	329			(329)	
Total other financing sources (uses)	329			(329)	
Excess (deficiency) of revenues and and other financing sources over expenditures and other uses	\$ -	\$ -	\$		

Statement of Revenues and Expenditures

Budget (GAAP Basis) and Actual

Title III B - Support Services
For the year ended June 30, 2003

	Budget	Actual	Variance Favorable (Unfavorable)		
Intergovernmental Revenues: Governor's Office of Elderly Affairs	\$ 498,679	\$ 498,667	\$	(12)	
Expenditures:					
Current:	10 0CT	11.024		1.42	
Salaries	12,067	11,924		(210)	
Fringe benefits	2,400	2,610		(210)	
Operating services	2,507	2,209		298	
Operating supplies	280	191		89	
Grants to sub-recipients:	97 479	97 479			
Avoyelles Council on Aging	87,478 22,562	87,478 33,562		••	
Catahoula Council on Aging	33,562 45,773	45,773			
Concordia Council on Aging	45,773 40,748	40,748		_	
Grant Council on Aging Legal Service of Conle	24,208	24,208		_	
Legal Service of Cenla	40,774	40,774			
Lasalle Council on Aging		150,589			
Rapides Council on Aging	150,589	•			
Winn Council on Aging	58,601	58,601			
Total expenditures	498,987	498,667		320	
Excess (deficiency) of revenues over expenditures	(308)			308	
Other financing sources (uses):					
Operating transfers in	308			(308)	
Total other financing sources (uses)	308			(308)	
Excess (deficiency) of revenues and and other financing sources over	♣	The second seco	•		
expenditures and other uses	<u> </u>	D	D		

Statement of Revenues and Expenditures Budget (GAAP Basis) and Actual

Title III C-1
For the year ended June 30, 2003

	Budget	Actual	Variance Favorable (Unfavorable)
Intergovernmental Revenues:			
Governor's Office of Elderly Affairs	\$ 366,626	\$ 366,626	\$ -
Miscellaneous - Rapides Senior Center		9,449	9,449
Total Revenue	366,626	376,075	9,449
Expenditures:			
Grants to sub-recipients:			
Avoyelles Council on Aging	11,996	11,996	-
Catahoula Council on Aging	18,285	18,285	-
Concordia Council on Aging	12,442	12,442	-
Grant Council on Aging	22,321	22,321	-
Lasalle Council on Aging	12,389	12,389	-
Winn Council on Aging	25,350	25,350	-
Bateman:			
Raw Food	263,843	313,602	(49,759)
Non Edibles		75,703	(75,703)
Total expenditures	366,626	492,088	(125,462)
Excess (deficiency) of revenues over			
expenditures		(116,013)	(116,013)
Other financing sources (uses):			
Operating transfers in		116,013	116,013
Total other financing sources (uses)		116,013	116,013
Excess (deficiency) of revenues and			
and other financing sources over			
expenditures and other uses	<u>\$</u>	\$	\$ -

Statement of Revenues and Expenditures Budget (GAAP Basis) and Actual

Title III C-2
For the year ended June 30, 2003

	Budget	Actual	Variance Favorable (Unfavorable)
Intergovernmental Revenues:			
Governor's Office of Elderly Affairs	\$ 853,270	\$ 853,272	\$ 2
Expenditures:			
Grants to sub-recipients:			
Avoyelles Council on Aging	121,459	121,459	
Catahoula Council on Aging	39,801	39,801	_
Concordia Council on Aging	26,921	26,921	_
Grant Council on Aging	44,257	44,257	_
Lasalle Council on Aging	16,772	16,772	_
Rapides Council on Aging	83,719	83,719	_
Winn Council on Aging	45,715	45,715	_
Bateman:	,		
Raw Food	474,626	502,481	(27,855)
Non Edibles		157,388	(157,388)
Total expenditures	853,270	1,038,513	(185,243)
Excess (deficiency) of revenues over			
expenditures		(185,241)	(185,241)
Other financing sources (uses):			
Operating transfers in	**************************************	185,241	185,241
Total other financing sources (uses)	<u> </u>	185,241	185,241
Excess (deficiency) of revenues and			
and other financing sources over			
expenditures and other uses	\$ -	\$ -	\$

Statement of Revenues and Expenditures Budget (GAAP Basis) and Actual

Senior Center For the year ended June 30, 2003

	Budget	Actual	Variance Favorable (Unfavorable)		
Intergovernmental Revenues:					
Governor's Office of Elderly Affairs	\$ 211,104	\$ 179,438	\$ (31,666)		
Expenditures:					
Grants to sub-recipients:					
Avoyelles Council on Aging	33,473	28,452	5,021		
Catahoula Council on Aging	17,476	14,855	2,621		
Concordia Council on Aging	20,689	17,586	3,103		
Grant Council on Aging	18,259	15,520	2,739		
Lasalle Council on Aging	17,476	14,855	2,621		
Rapides Senior Center	85,912	73,025	12,887		
Winn Council on Aging	17,819	15,145	2,674		
Total expenditures	211,104	179,438	31,666		
Excess (deficiency) of revenues over					
expenditures	\$ -	\$ -	\$ -		

Statement of Revenues and Expenditures Budget (GAAP Basis) and Actual

USDA - Cash in Lieu of Commodities For the year ended June 30, 2003

		Variance Favorable		
	Budget	Actual	(Unfavorable)	
Intergovernmental Revenues:				
Governor's Office of Elderly Affairs	\$ 283,462	\$ 304,705	\$ 21,243	
Expenditures: Grants to sub-recipients:	283,462		283,462	
Total expenditures	283,462	 .	283,462	
Excess (deficiency) of revenues over expenditures	 -	304,705	304,705	
Other financing sources (uses): Operating transfers out	■ *	(301,254)	(301,254)	
Total other financing sources (uses)	<u> </u>	(301,254)	(301,254)	
Excess (deficiency) of revenues and				
and other financing sources over expenditures and other uses	<u> </u>	\$ 3,451	\$ 3,451	

Statement of Revenues and Expenditures Budget (GAAP Basis) and Actual

Title IIID

For the year ended June 30, 2003

	Budget			Actual		iance orable vorable)
Intergovernmental Revenues:						
Governor's Office of Elderly Affairs		28,630		28,630	\$	
Expenditures:						
Grants to sub-recipients:						
Avoyelles Council on Aging		5,108		5,108		_
Catahoula Council on Aging		2,428		2,428		_
Concordia Council on Aging		2,957		2,957		-
Grant Council on Aging		2,625		2,625		_
Lasalle Council on Aging		2,408		2,408		-
Rapides Council on Aging		9,728		9,728		
Winn Council on Aging		3,376	***************************************	3,376		-
Total expenditures		28,630		28,630		
Excess (deficiency) of revenues over expenditures						
Other financing sources (uses): Operating transfers in (out)				-		
Total other financing sources (uses)		-		-	<u> </u>	
Excess (deficiency) of revenues and and other financing sources over expenditures and other uses	\$		\$	—	\$	-

Statement of Revenues and Expenditures Budget (GAAP Basis) and Actual

Title III E

For the year ended June 30, 2003

	Budget	Actual	Variance Favorable (Unfavorable)	
Intergovernmental Revenues: Governor's Office of Elderly Affairs	\$ 193,128	\$ 189,400	\$	(3,728)
Expenditures:				
Current:				
Salaries	6,114	5,667		447
Fringe benefits	1,216	1,279		(63)
Travel	450	450		-
Operating services	1,245	1,182		63
Operating supplies	149	104		45
Grants to sub-recipients:				
Avoyelles Council on Aging	21,180	21,180		-
Catahoula Council on Aging	14,673	14,673		-
Concordia Council on Aging	16,439	16,439		~
Family Counseling Agency	13,192	9,473		3,719
Grant Council on Aging	15,695	15,695		
Legal Service of Cenla	39,130	39,130		-
Lasalle Council on Aging	15,223	15,223		
Rapides Council on Aging	31,440	31,440		-
Winn Council on Aging	17,465	17,465		
Total expenditures	193,611	189,400	<u> </u>	4,211
Excess (deficiency) of revenues over expenditures	(483)			483
Other financing sources (uses):				
Operating transfers in	483			(483)
Total other financing sources (uses)	483	<u></u>		(483)
Excess (deficiency) of revenues and				
and other financing sources over				
expenditures and other uses	\$ -	<u> </u>	\$	-

Statement of Revenues and Expenditures Budget (GAAP Basis) and Actual

Sub-Recipient Audit Fund For the year ended June 30, 2003

			Variance Favorable	
Budget	Actual	(Unfavorable)		
\$ 10,932 14,057	\$ 10,932 13,861	\$	- (196)	
24,989	24,793		(196)	
24,584	24,517		67	
405	276	·	129	
24,989	24,793		196	
<u>\$</u>	\$ -	\$	-	
	\$ 10,932 14,057 24,989 24,584 405 24,989	\$ 10,932 \$ 10,932 14,057 13,861 24,989 24,793 24,584 24,517 405 276 24,989 24,793	Budget Actual Fav. (Unfa \$ 10,932	

Statement of Revenues and Expenditures Budget (GAAP Basis) and Actual

Supplemental Senior Center For the year ended June 30, 2003

			Variance	
	Budget	Actual	Favorable (Unfavorable)	
Intergovernmental Revenues: Governor's Office of Elderly Affairs	\$ 42,500	\$ 36,125	\$ (6,375)	
Expenditures:				
Grants to sub-recipients:				
Avoyelles Council on Aging	4,500	3,825	675	
Catahoula Council on Aging	4,500	3,825	675	
Concordia Council on Aging	4,500	3,825	675	
Grant Council on Aging	10,000	8,500	1,500	
Lasalle Council on Aging	4,500	3,825	675	
Rapides Senior Center	4,500	3,825	675	
Winn Council on Aging	10,000	8,500	1,500	
Total expenditures	42,500	36,125	6,375	
Excess (deficiency) of revenues over				
expenditures	\$ -	\$ -	\$ -	

Comparative Statement of General Fixed Assets and Changes in General Fixed Assets

For the year ended June 30, 2003

	Beginning Balance	Additions	Deletions	Ending Balance
General Fixed Assets: Office Furniture and Equipment Office Building	\$ 16,768 169,985	\$ -	\$ -	\$ 16,768 169,985
Total General Fixed Assets	\$ 186,753	\$ -	\$ -	\$ 186,753
Investment in General Fixed Assets: Title III C - Area Agency Administration General Fund (Local)	\$ 5,304 181,449	\$ -	\$ -	\$ 5,304 181,449
Total Investment in General Fixed Assets	\$ 186,753	\$ -	\$ -	\$ 186,753

Schedule of Expenditures of Federal Awards

For the year ended June 30, 2003

FEDERAL GRANTOR / Pass-through Grantor / Program Title	Federal CFDA Number	Grant Year Ended	Program or Award Amount	Revenue Recognized	Federal Expenditures
U.S. DEPARTMENT OF AGRICULTURE				•	
Pass-through Governor's Office of Elderly Affairs					
* Nutrition Services Incentive (NSIP)	10.570	6/30/03	\$ 306,009	\$ 304,705	\$ 301,254
U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES					
Pass-through the Governor's Office of Elderly Affairs					
Title IIIB - Ombudsman	93.044	6/30/03	54,219	54,219	54,219
Title IIIB - Support Services	93.044	6/30/03	423,614	423,614	423,614
* Subtotal - CFDA 93.044			477,833	477,833	477,833
Title IIIC - Nutrition Services:					
Area Agency Administration	93.045	6/30/03	136,508	136,508	136,508
C-1 Congregate Meals	93.045	6/30/03	353,522	353,522	353,522
C-2 In-Home Delivered Meals	93.045	6/30/03	277,952	277,952	277,952
* Subtotal - CFDA 93.045			767,982	767,982	767,982
Title IIID - In-Home Services	93.046	6/30/03	28,630	28,630	28,630
Title IIIE - Caregiver	93.052	6/30/03	142,050	142,050	142,050
Total U.S. Dept. of Health and Human Services			1,416,495	1,416,495	1,416,495
Total			\$ 1,722,504	\$ 1,721,200	<u>\$ 1,717,749</u>

<u>Note</u>

The schedule of expenditures of federal awards was prepared in conformity with generally accepted accounting principles for Governmental Units. See Note 1 of the accompanying financial statements for further details.

^{*} Denotes Major Programs

Unaudited - Schedule of Priority Services Title III, Part B - Grant for Supportive Services

For the year ended June 30, 2003

		Percent of GOEA Grant
ACCESS (30%):		
Assisted transportation	\$ -	
Case management	-	
Transportation	433,973	
Information & assitance	103,146	
Outreach	76,566	
Total access expenses	\$ 613,685	125%
IN HOME (15%):		
Homemaker	63,067	
Chore	74,218	
Telephoning	26,961	
Visiting		
Audit/daycare/health	_	
Personal care	33,937	
Total in home expenses	198,183	40%
LEGAL (5%):		
Legal assistance	24,208	5%
NONPRIORITY SERVICES	95,461	
TOTAL IIIB - SUPPORTIVE SERVICES EXPENDITURES	931,537	
LESS:		
Participant contributions	(12,561)	
Other public support	(173,137)	
Transfers in	(247,172)	
TITLE IIIB - SUPPORTIVE SERVICES GRANT	498,667	
LESS:		
Transfers of contract alotments	-	
State homemaker	(6,011)	
State transportation	-	
ADD - Funds returned to GOEA (Catahoula Non Performance)		
Original grant award net of additional state		
homemaker and transportation funds and		
transfers of contract allotments	492,656	